

# Advisory Committee Meeting

## Tuesday, January 3, 2011

### **Attendees:**

Committee Chair - Bill Theis  
Town Chair – Steven Threefoot  
Town Treasurer – David Michelson  
Town Secretary – Elaine Hickey  
Trustees – Connee McKinney, Mike Curtis  
Archives –Liza Mullinax  
Audit - Cookie Ohlson  
Budget-not present  
Buzz Ware Village Center – Warren Rosenkranz  
Civic – Tom Wheeler  
Community Planning – Ray Seigfried  
Forest – Carol Larson, Elizabeth Varley  
Playground – Larry Walker  
Registration – Cecilia Vore  
Safety – Bill Theis

Chair Bill Theis called the meeting to order at 7:36 PM.

### **Committee Nominations for March Election:**

Each Committee chair reported on how their search for nominees is coming along and which incumbents would be rerunning.

### **TRUSTEES** – Connee McKinney

Roger Akin who has been our lawyer on the Buckingham Greene lawsuit is leaving his practice. He's been appointed Chief Hearing Officer by the Delaware Secretary of State. He will stay on our case until we find a replacement. He has given the Trustees a couple of names to contact. At this time we are at a good place with the case. It has been won but we are at the point of negotiating a remedy.

The Trustees are working on the land rent bills and working with Community Planning on vacant housing. They will also be putting the Deed of Trust on the website since mortgage companies often have questions regarding the Trustee role.

### **Non-Town Meeting Discussion**

#### ***Water Tower Maintenance-*** Steven Threefoot

United Water spent 2 ½ months doing maintenance on the Water Tower; sometimes working and making a lot of noise until midnight or 1:30 AM. A porta potty, and other items, were stored outside the fence line. Steven had contacted about the disruption and United Water told him the project would be done before Thanksgiving. It went on 3 weeks beyond Thanksgiving and the mess they left behind still hasn't been cleaned up. It wasn't apparent until the end of the project how much they abused the privilege they've been granted to use that land for as little as \$1.00 rent per year. The Forest Committee would like to address these issues and let United Water know what kind of hassle it has been and make it right.

There was also discussion regarding the massive water leaks around the Village caused during this maintenance period; the water outages and the possibility of increased water bills. Residents need

to be vigilant about their water bills and even coordinate with the other two villages and see if any hike in our bills occurs as a result of the massive water leaks. I would be a good idea to have a policy in place regarding what the utility needs to abide by before doing work in the Village. We need to find out if they are following the New Castle County laws and rules.

#### ***Committee Meeting Minutes & Schedules***– Elaine Hickey

The Committees were reminded to get their meeting minutes posted onto the website by sending them to Elaine or Danny Schweers. It is a Freedom of Information Act requirement that all public meeting minutes are made available. The decisions made at meetings need to be recorded. Transparency is very important. Also, Elaine will compile a schedule of all committee meetings and send it to Lisa to be published monthly in *The Page*.

#### **TREASURER**– David Michelson

David distributed and went over the Balance Sheets showing what each committee still has in its budget, plus the Financial Statement for the Village funds.

Warren Rosenkranz stated that the BWVC will exceed their budget by \$3000 as a result of having to increase the amperage of the building as a requirement to begin their solar energy grant project. There was discussion on possibly moving funds from other committee budgets to the BWVC to make up for the overage, or perhaps defer the payment until next fiscal year.

#### **TOWN CHAIR** – Steven Threefoot

##### ***EECBG Funds***

EECBG work is moving forward. Steven has a draft advertisement for a Compliance Administrator who will make sure all the required paperwork is kept and submitted. Warren is leading the project for the BWVC. For the residential project, we have negotiated with Energized Delaware and with the State to do the legwork and cut checks. Arden Building and Loan has agreed to do 3% loans for work associated with these programs. The goal is to have most of the projects completed by June. We are not sure yet what the participation level will be for the community-based project. We will probably set an ending time of March or April.

##### ***Absentee Voting***

Our attorney, Ted Rosenthal, does not think there are any legal constraints on our having Absentee Voting even though we are a Committee and Town Meeting form of government. We just have to follow State law. Registration Committee Chair Cecilia Vore commented that we will have to research how similar changes were made to Town procedures in the past, and that any Motion or Ordinance that comes before Town Assembly needs to provide the steps we need to take to institute Absentee Voting.

##### ***Residency Requirements***

The Attorney General's Office has asked that all municipalities insure that they are in compliance with State Law on residency requirements. Cecilia will meet with Ted Rosenthal and go over Arden's registration process and confirm that we are in compliance.

##### ***Proposed Endowment Distribution Process\****

1. Applications come through individual Committees
2. Approximate amount available is announced at the September Town Meeting
3. Committees submit their proposals at the January Advisory Meeting
4. Town Officers will announce the proposals at the January Town Meeting
5. Town Officers will make a recommendation and discuss it at the March Advisory Meeting

6. Decision on the distribution of the Endowment Funds announced at the March Town Meeting  
\*We can see how this goes and discuss at the June Advisory Meeting if the process needs to be modified. This process is similar to the one originally proposed which had the four Officers and a grant administrator as the deciding committee. We now propose that the four Officers make a recommendation and the Advisory Committee approve/disapprove.

**AGENDA ITEMS:**

***Committee Reports-*** Reverse alphabetical order

***Community Planning*** will give their recommendation on how to deal with Vacant House owners.

***Registration*** will announce that this is the last opportunity for committee nominations from the floor and that the March Advisory Meeting is the last opportunity for submission of nominations.

**REFRESHMENTS**

**Safety Committee** will provide refreshments for the January Town Meeting.

Committee Reports will be presented in **reverse alphabetical** order.

Respectfully submitted,  
Elaine Hickey  
Secretary, Village of Arden